

OVERVIEW OF BUDGET

DEPARTMENT: ARCHITECTURE & ENGINEERING
DIRECTOR: G. DANIEL OJEDA
BUDGET UNIT: AAA ANE

I. GENERAL PROGRAM STATEMENT

Architecture & Engineering is responsible for the planning, design and administration of the county's Capital Improvement Program. The staff prepares bid packages and advertisements for bid, negotiates and administers projects for design and construction, and provides inspection and construction project management services through completion of the project. Project costs are reimbursed from departments and the general fund where appropriate.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Actual 2002-03	Budget 2003-04
Total Appropriation	567,126	645,063	618,205	634,174
Total Revenue	13,464	5,000	10,462	-
Local Cost	553,662	640,063	607,743	634,174
Budgeted Staffing		25.0		23.0
<u>Workload Indicators</u>				
Construction Contracts Awarded	88	106	94	
Consultant Agreements	57	41	84	
Projects Managed				149
Inspections Performed				1,804
Construction Estimates Completed				120

New workload indicators were established to reflect a more concise measurement of functions performed.

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET(see attachments for detailed changes)

STAFFING CHANGES

Changes in staffing reflect deletion of 2.0 vacant Building Construction Engineer II's that were slated for deletion during the budget process. In addition, there was a conversion of a Contract Chief Building Construction Engineer to a regular Building Construction Engineer III. The requested position will be in a lower salary range. This position will manage complex projects and assist in the supervision of lower level project management staff to effectively meet completion goals.

PROGRAM CHANGES

None.

GROUP: Internal Services			FUNCTION: General		
DEPARTMENT: Architecture & Engineering			ACTIVITY: Property Management		
FUND: General AAA ANE					
	2002-03 Actuals	2002-03 Approved Budget	2003-04 Board Approved Base Budget	2003-04 Board Approved Changes to Base Budget	2003-04 Final Budget
<u>Appropriation</u>					
Salaries and Benefits	1,844,627	2,027,376	2,209,785	(132,294)	2,077,491
Services and Supplies	195,704	231,252	199,669	(4,496)	195,173
Central Computer	20,016	20,016	13,730	-	13,730
Transfers	840	9,500	9,338	2,594	11,932
Total Exp Authority	2,061,187	2,288,144	2,432,522	(134,196)	2,298,326
Reimbursements	(1,442,982)	(1,643,081)	(1,793,348)	129,196	(1,664,152)
Total Appropriation	618,205	645,063	639,174	(5,000)	634,174
<u>Revenue</u>					
State Aid	(251)	-	-	-	-
Current Services	10,763	5,000	5,000	(5,000)	-
Other Revenue	(50)	-	-	-	-
Total Revenue	10,462	5,000	5,000	(5,000)	-
Local Cost	607,743	640,063	634,174	-	634,174
Budgeted Staffing		25.0	25.0	(2.0)	23.0

ARCHITECTURE AND ENGINEERING

Total Changes Included in Board Approved Base Budget

Salaries and Benefits	53,384	MOU.
	102,936	Retirement.
	26,089	Risk Management Workers' Comp.
	<u>182,409</u>	
Services and Supplies	(25,603)	4% Spend Down Plan.
	4,020	Risk Management Liabilities.
	(10,000)	30% Cost Reduction Plan.
	<u>(31,583)</u>	
Central Computer	<u>(6,286)</u>	
Transfers	<u>(162)</u>	Incremental Change in EHAP.
Reimbursements	<u>(150,267)</u>	Increase correlates to increase in salaries and benefits.
Total Appropriation Change	(5,889)	
Total Revenue Change	-	
Total Local Cost Change	(5,889)	
Total 2002-03 Appropriation	645,063	
Total 2002-03 Revenue	5,000	
Total 2002-03 Local Cost	640,063	
Total Base Budget Appropriation	639,174	
Total Base Budget Revenue	5,000	
Total Base Budget Local Cost	634,174	

Board Approved Changes to Base Budget

Salaries and Benefits	16,310	Increase due to equity adjustment approved by the Board in January 2002 for Executive Secretary II and various step increases.
	(148,604)	Vacant positions slated for deletion-2.0 Building Construction Engineer II.
	<u>(132,294)</u>	
Services & Supplies	<u>(4,496)</u>	GASB 34 Accounting Change (EHAP).
Transfers	4,496	GASB 34 Accounting Change (EHAP).
	(1,902)	Decrease in PSG payroll charges.
	<u>2,594</u>	
Reimbursements	(19,408)	Increase due to MOU salary increases that are passed on to the various Capital Improvement Projects.
	148,604	Decrease related to deletion of 2.0 Building Construction Engineer II.
	<u>129,196</u>	
Total Appropriation	<u>(5,000)</u>	
Total Revenue	<u>(5,000)</u>	Decrease due to revenues that are now included in reimbursements.
Local Cost	<u>-</u>	